

JOB DESCRIPTION
COUNSELOR – “GOD’S CALL”
BOARD OF ORDAINED MINISTRY
(Enlistment & Interpretation Committee)

PURPOSE – To act as a liaison between the Board of Ordained Ministry (specifically, the Enlistment & Interpretation Committee) and The Central PA Conference camping program; particularly, as it relates to individuals sensing a call to enter in to ministry-related fields.

EDUCATION – College graduate preferred; of more importance is knowledge of the ordination/consecration process (and other related forms of ministry) and the opportunities provided within the context of The United Methodist Church, specifically, Central PA Conference.

EXPERIENCE – Preference is for a candidate who has or is going through the candidacy process on way to being ordained/consecrated or someone who is well-versed in the process; in addition, a general familiarity with the camping program within The Central PA Conference is desired.

ACCOUNTABILITY – Counselor will be directly amenable to the “Enlistment & Interpretation” Committee of the Board of Ordained Ministry and, indirectly, to the Director of Camping and each week’s Camp Dean.

EXPECTATIONS/RESPONSIBILITIES:

- To meet with a representative/s of E & I to share ideas about summer employment
- To map out a schedule of possible camps to attend each week of the summer (with particular attention to those camps that relate to Junior/Senior High campers)
- To present that list to E & I (and Director of Camping) for approval
- Upon approval of the list, contact camp deans to notify them of your desire to serve that week; after you have been invited to be a part of a week of camp, seek guidance from the camp dean as to possible avenues through which you can share a message about “God’s Call”
- Plan, prepare and present a program (or programs) on “God’s Call” during the week of camp; please note, this may be done in different ways at different camps depending on the opportunities presented to you
- Maintain a weekly log (or journal) with general ways in which you were utilized by the camp dean
- Make a list of contacts you have made; in particular, compile a list of those persons considering some ministry field as a possible vocation; secure the

following contact information from each: name, address, email address, phone number, age, grade completed, church to which they identify, district, pastor's name, and any other specific information you can provide

- On a weekly basis, share this information (list of persons considering a ministry-related field) with E & I Committee so that proper follow-up can occur
- Meet with representative/s from E & I to evaluate summer (possibly in month of August)

TERMS OF EMPLOYMENT – Beginning June 8 and ending August 9, 2008 (with off days negotiable through E & I); \$300.00 per week salary plus business travel expenses (per IRS rate); payment to be made bi-weekly (beginning approximately June 22) with travel reimbursements made at the end of the summer based upon travel log.

Resumes may be sent to Carol Diffenbaugh, Aldersgate United Methodist Church, 1480 Jerusalem Road, Mechanicsburg, PA 17050. All applicants must have current Child Abuse and Criminal Record Check Clearances. Copies must be provided upon request.

Resumes are due by May 15, 2008.